

To be completed within 24 Hours of any Incident

Cowes Yacht Club Inc.

Hazard/Incident Report Form

Notification

Name of Person making the report			
Contact Phone number			
Date of Report		Time of Report	

Incident Details

Incident Type			
People Involved			
Date of Event		Time of Event	
Member to whom incident was reported		Time Reported	
Which Committee person informed?			
Witness			
Witness			

Description of Incident

Injury/Damage Details

Contributing Factors

Corrective Action

Action	By Whom	Date	Completed

Sign Off

	Date
--	------

Lodge at admin@cowesyachtclub.com or phone 03 59522330 and report the incident to a Committee member.